

Spirit Ranch Event Agreement

WE AT SPIRIT RANCH ARE PLEASED TO HOST YOUR EVENT AND LOOK FORWARD TO WORKING WITH YOU TO CREATE A UNIQUE AND MEMORABLE EXPERIENCE. BY SIGNING THIS AGREEMENT BOTH PARTIES ARE DEFINING WHAT OUR EXPECTATIONS ARE OF ONE ANOTHER AND ARE COMMITTING TO EACH OTHER THAT WE WILL EACH LIVE UP TO THOSE EXPECTATIONS.

THE TEAM AT SPIRIT RANCH AGREES TO:

1. Place a 10 day hold for your booked event. On or before the expiration of the 10 days, your deposit is due.
2. Set up an appointment with you to have a tour of our facilities.
3. Create a detailed work order for your event that meets your satisfaction. Note the event fee covers the cost of renting the locations, tables and chairs, setup and clean up. Food, beverages, and additional rental equipment are not included in the fee.
4. Sweat the "small stuff" like room set-up, clean and comfortable facilities, and other details that will allow you to relax and enjoy your event.

YOU AND YOUR GROUP AGREE TO:

1. Review and approve the work order to confirm that we are properly planning for your event.
2. Pay a non-refundable fee of 50% of your facility fee within 10 days of booking your event, and to pay the remainder of your balance two weeks prior to your event. (without your initial payment, we cannot continue to hold your reservation)
3. Use only fresh/greenery, bird seed, bubbles, bells, sand, and candles with votives for decorating. Balloons, banners or signs are to only be attached (interior and exterior) using masking tape. Sorry, but rice, confetti, glitter, silly string, flower petals (inside), and sparklers are not permitted at the Ranch.
4. Use only the outside caterers that have been pre-approved by Spirit Ranch for food, beer, wine, and champagne service.
5. Depart at the scheduled time.

WE BOTH AGREE TO:

1. Treat our critters with care and respect by not chasing, harassing, or feeding them, but we also agree to enjoy their splendor and funny antics together.
2. Leave our firearms, fireworks and tobacco products at home. None of these are allowed on the property.
3. Watch out for the little kids if they join us for your event. We need to make sure an adult from your party is with them at all times.
4. Stay out of the river water.
5. Make your event at Spirit Ranch one of the most positive and memorable possible.

YOUR NON-REFUNDABLE FACILITY FEE IS \$_____ AND NOT ONLY INSURES THE RESERVATION FOR YOUR SPIRIT RANCH EVENT, BUT ALSO PROTECTS THE RANCH FROM "NO-SHOWS". YOUR FIRST PAYMENT OF \$_____ IS DUE ON _____. YOUR FINAL PAYMENT FOR THE REMAINDER OF THE FACILITY FEE AND ANY RENTALS IS DUE ON _____.

NOW THAT WE HAVE THE DETAILS ABOVE COVERED, LET'S SIGN BELOW AND BEGIN LOOKING FORWARD TO A GREAT EVENT FOR YOU AT SPIRIT RANCH. **FACILITY AND DATE BOOKED:** _____

For: _____

Name: _____

Signature: _____

Date: _____

For: Spirit Ranch _____

Name: _____

Signature: _____

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Date: _____